



WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting - Agenda
Tuesday, November 3, 2015
7:00 PM

I. Opening of the meeting

II. Invocation

III. Roll call

IV. Old Business – Major Works

1. **Reconsideration of applications which have been denied.** Pat Griffin has asked that the Historic Preservation Commission reconsider his applications for Certificates of Appropriateness for vinyl windows on the front façade of the structures located at 315 & 319 West 2nd Street.

V. Certificate of Appropriateness

A. Major Works

1. A request has been made by Mr. Richard Dwayne Godley for a Certificate of Appropriateness to construct a porch roof over the approved front porch on the front façade of the structure located at 323 North Bonner Street.
2. A request has been made by Mr. Chris McLendon for a Certificate of Appropriateness to renovate the damage to the front office façade using 3' x 6' white fiberglass and a 6' x 6' picture window with simulated grilles glass on the structure located at 131 North Market Street. The renovation will match the building at 248 West Main Street.
3. A request has been made by Mr. Glenn Williams for a Certificate of Appropriateness to replace the existing transom and awning with copper material on the front façade of the structure located at 201 West Main Street.
4. A request has been made by Patricia Lewis and Lori Hardee for a Certificate of Appropriateness to install 278' of privacy fence in a majority of the rear yard of the structure located at 409 East 2nd Street. The fence will stepped in as to not be seen from the front of the house.
5. A request has been made by Mr. Calvin McLean for a Certificate of Appropriateness to install wood railings and spindles to the wheel chair ramp and landing on the structure located at 121 East 2nd Street.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for Teriann Scarantino to remove a dead and decaying Pecan tree located in the rear yard of 216 Fleming Street.
2. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Leland Hill representing the First Christian Church to add small landscaping and repair the front porch railing with like material on the structure located at 120 North Academy Street.
3. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. William Cochran to repair and replace windows with like materials and replace siding with same material on the structure located at 218 North Bonner Street.
4. A request has been made and approved by staff for a Certificate of Appropriateness for Metropolitan AME Zion Church to remove and replace the existing sign located at the front of the church at 102 West Martin Luther King Jr. Drive.
5. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Don Perkins to add new gutters to the front porch on the house located at 402 East 2nd Street.
6. A request has been made and approved by staff for a Certificate of Appropriateness for Beaufort County to: (1) wash and clean the exterior brick (2) repoint damaged brick and replace mortar and (3) use waterproof sealer on the building located at 210 North Market Street (Sheriff's Dept.).
7. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Calvin McLean to add 2 condensing units on the east side of the house located at 121 East 2nd Street. The units are not visible from the street.

VI. Other Business

1. Design Guidelines – Masonry Products.

VII. Approval of Minutes – October 6, 2015

VIII. Adjourn

Old Business

Major Works

Reconsideration of Applications

315 & 319 West 2nd Street

WASHINGTON HISTORIC PRESERVATION COMMISSION

RULES OF PROCEDURE

Rule 20. Application Procedures

Reconsideration of Applications Which Have Been Denied. The order of business for reconsideration of applications for Certificates of Appropriateness which have been previously denied shall be as follows:

- (1) The Chairperson shall entertain a motion from a member of the Commission that the applicant be allowed to present evidence in support of the request for reconsideration. Such evidence shall be limited to that which is necessary to enable the Commission to determine whether or not there has been a substantial change in the facts, evidence or conditions relating to the application, provided, however that the applicant shall be given the opportunity to present any other additional supporting evidence, if the Commission decides to reconsider the application.
- (2) After receiving the evidence, the Commission shall proceed to deliberate whether or not there has been a substantial change in the facts, evidence or conditions relating to the application which would warrant reconsideration. If the Commission finds that there has been such a change, it shall thereupon treat the request as a new application received at that time.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 317 & 319 West 2nd Street

Historic Property/Name (if applicable): _____

Owner's Name: James F Bagwell

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace windows with vinyl windows.
Install 5/8 Hardie Plank on the street elevation

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Pat Griffin
(Name of Applicant - type or print)

414 Lodge Rd, Washington, NC 27889
(Mailing Address) (Zip Code)

8/18/2015 252-946-7700
(Date) (Daytime Phone Number)

Pat Griffin
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

New Business Major Works

**Richard Dwayne Godley
323 North Bonner Street**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property:

323 N. Bonner St.

Historic Property/Name (if applicable):

Owner's Name:

Richard Dwayne Godley

Lot Size:

_____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

I would like to construct a porch roof over top of the recently approved porch deck on the front facade of the house. The style will match the existing stoop and I will be using (historically) appropriate materials.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Richard Dwayne Godley

(Name of Applicant - type or print)

323 N. Bonner St.

(Mailing Address)

27889

(Zip Code)

26 Oct 2015

(Date)

623.7784

(Daytime Phone Number)

Richard Dwayne Godley

(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.





Richard H. H. H.

Staff Report

323 North Bonner Street

The application for the property located at 323 North Bonner Street is requesting approval construct a porch roof over top of the recently approved porch deck on the front façade of the property.

The applicant would like to install metal porch roof consisting of metal and wood material. The style would match the existing stoop, and all materials are historically appropriate.

The Design Guidelines states in **Chapter 3.6 Porches and Entryways**:

- **Chapter 3.6.4** "Reconstruction of missing or extensively deteriorated porches is encouraged. Reconstructed porches shall be based on documentary evidence. If adequate documentation is not available, a new design is appropriate if it is compatible with the style and period of the building."

Adjacent Property Owners – 323 North Bonner Street

Gene F. Godley
210 Jackie Lane
Washington, NC 27889

Clinton E. Tetterton
315 North Bonner Street
Washington, NC 27889

William M. Dotson
2334 Tar Landing Road
Williamston, NC 17892

Wilhemina Cooper
209 E. Martin Luther King Jr. Drive
Washington, NC 27889

Ford Freeman
208 Edgewater Drive
Washington, NC 27889

Thairbie Gibbs
327 North Bonner Street
Washington, NC 27889

Rev. David L. Moore
406 East 5th Street
Washington, NC 27889

Orr Lodge #104
316 North Bonner Street
Washington, NC 27889

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 323 North Bonner Street- The addition of a porch roof on front façade

A request has been made by Mr. Richard Godley for a Certificate of Appropriateness to construct porch roof over the recently approved porch deck on the front façade of the house. The style will match the existing stoop and historically appropriate materials will be used, located at 323 North Bonner Street. Please review the Design Guidelines, specifically Chapter 3.6 Porches and Entryways.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Richard Godley to construct a porch roof on the front façade, located 323 North Bonner Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.6 Porches and Entryways*.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Richard Godley to construct a porch roof on the front façade, located 323 North Bonner Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.6 Porches and Entryways*. I further move that the Historic Preservation Commission place the following conditions on the approval:

Or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Richard Godley to construct a porch roof on the front façade, located 323 North Bonner Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.6 Porches and Entryways*.

Beaufort County Property Photos

PIN: 01005954

Photo: 01005954.jpg



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- Parcels
- Property Land Owners
- GPIN
- Interior Tract Lines
- Centerlines
- County Line
- County Line (Solid)
- State

<u>OBJECTID</u>	<u>PIN</u>	<u>GPIN</u>
7223	01005054	5675-98-6704
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-98-6704	GODLEY RICHARD DWAYNE	
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
253 LATHAM DRIVE		WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
NC	27889	323 BONNER ST
<u>ACRES</u>	<u>ACCT_NBR</u>	<u>MAP SHEET</u>
0	854500	567508
<u>NBR_BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
1	08/14/2015	1879/0705
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEPR VAL</u>
10400	43711	0
<u>TOT VAL</u>	<u>NBHD_CDE</u>	<u>NBHD_DESC</u>
54111	H	HISTORICAL
<u>SUB_CDE</u>	<u>SUB_DESC</u>	<u>STAMPS</u>
<u>SALE PRICE</u>	<u>ZONE</u>	<u>LAND USE</u>
	RHD	
<u>DISTRICT</u>	<u>PROP_DESC</u>	<u>MBL</u>
1	1 LOT 323 BONNER ST	567508119
<u>EXEMPT_AMT</u>	<u>ROAD_TYPE</u>	<u>YR_BUILT</u>
	P	1915
<u>SQ_FT</u>	<u>NBR_BED</u>	<u>NBR_BATHS</u>
1592	2	1
<u>EFF_YR</u>	<u>EXEMPT_PROP</u>	<u>CENSUS_BLOCK</u>
1965		
<u>FLOOD_PLAIN</u>	<u>NBR_STORIES</u>	<u>NBR_HALF_BATHS</u>
	3	1

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CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 323 N Bonner Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner to construct a porch roof on the front façade.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday November 3, 2015

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Emily Rebert

Emily Rebert
Community Development Planner
Historic Preservation
erebert@washingtonnc.gov
252.946.0897

New Business Major Works

**Chris McLendon
131 North Market Street**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 131 N Market

Historic Property/Name (if applicable): _____

Owner's Name: Cris McLendon

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Renovate office front facade
Using 3'X6' white Fiberglass lite door
with simulated grilles between glass and
(1) 6'X6' Picture window with simulated grilles
between glass

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Hal Woolard
(Name of Applicant - type or print)
1213 Magnolia School Rd
(Mailing Address) (Zip Code)
Wash. N.C. 27889
10-6-15 252-945-5665
(Date) (Daytime Phone Number)
Hal Woolard
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

Beaufort County Property Photos

PIN: 01005097

Photo: 01005097.jpg



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131 North
Market ST





248 West Main ST





248 West Main ST



Staff Report

131 North Market Street

The application for the property located at 131 N Market Street is requesting approval to renovate the front facade of the property.

The applicant would like to install a 3x6 foot fiberglass door with 15 lights that has simulated muntins between the glass. They would also like to install a 6x6 foot picture window that also has simulated muntins between the glass. The applicant would like to mimic what was done on the front façade at 248 Main Street.

The Design Guidelines state to retain and preserve historic windows and doors. However, the original windows and doors of this structure have already been replaced in the past.

- **Chapter 3.4.11:** "The introduction of new window and door openings into the principal elevations of a structure is not recommended. If permitted, new openings should be proportionally the same as existing openings and should have matching sash, glass, sills, frames, casings, and muntin patterns." The Design Guidelines also state in
- **Chapter 3.7.5:** "If reconstructing a historic storefront, base the design on historic research, physical evidence, and photographic documentation, if available. Recreate the original architectural elements including overall proportions, fenestration, dimensions, and orientation."
- **Chapter 5.2.10:** "If vinyl-clad windows are used, they must have permanent exterior muntins to match the existing windows."

Adjacent Property Owners – 131 North Market Street

Rachel Midgette
322 Post Road
Bath, NC 27808

Jesse T. Rawls
127 North Market Street
Washington, NC 27889

Edna R. Woolard
207 West 12th Street
Washington, NC 27889

Michael Gregory Ward
503 Bay Lake Street
Chocowinity, NC 27817

Clarence Tetterton
PO Box 324
Washington, NC 27889

Wayland Sermons Jr
PO Box 69
Washington, NC 27889

Betty Stewart
121 North Market Street
Washington, NC 27889

Beaufort County
112 West 2nd Street
Washington, NC 27889

Page Family LLC
PO Box 1828
Washington, NC 27889

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 131 North Market Street- Front Façade Renovations

A request has been made by Mr. Chris Mclendon for a Certificate of Appropriateness to renovate the front office façade. This will include installing a 3x6 foot fiberglass door with 15 lights that has simulated muntins between the glass. He would also like to install a 6x6 foot picture window that also has simulated muntins between the glass, located at 131 North Market Street. Please review the Design Guidelines, specifically Chapter 3.4 Windows and Doors, Chapter 3.7 Storefronts, and 5.2 Residential Construction.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Chris Mclendon to renovate the front façade of the structure located at 131 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.4 Windows and Doors, Chapter 3.7 Storefronts, and 5.2 Residential Construction.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Chris Mclendon to renovate the front façade of the structure located at 131 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.4 Windows and Doors, Chapter 3.7 Storefronts, and 5.2 Residential Construction. I further move that the Historic Preservation Commission place the following conditions on the approval:

Or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Chris Mclendon to renovate the front façade of the structure located at 131 North Market Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.4 Windows and Doors, Chapter 3.7 Storefronts, and 5.2 Residential Construction.

Beaufort County Property Photos

PIN: 01005097

Photo: 01005097.jpg



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Parcels

Property Land Owners

Interior Tract Lines

Centerlines

County Line

County Line (Solid)

State

<u>OBJECTID</u>	<u>PIN</u>	<u>GPIN</u>
6884	01005097	5675-88-7027
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-88-7027	MCLENDON NANCY W	MCLENDON CHRISTOPHER B
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
P O BOX 1362		WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
NC	27889	MARKET ST
<u>ACRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
0	881015	567508
<u>NBR BLDG</u>	<u>DEED BOOK and PAGE</u>	<u>LAND VAL</u>
1	1544/0071	60480
<u>BLDG VAL</u>	<u>DEFR VAL</u>	<u>TOT VAL</u>
201978	0	262458
<u>NBHD CDE</u>	<u>NBHD DESC</u>	<u>SUB CDE</u>
CH	COMMERCIAL HISTORIC	
<u>SUB DESC</u>	<u>STAMPS</u>	<u>SALE PRICE</u>
	640	320000
<u>LAND USE</u>	<u>DISTRICT</u>	<u>PROP DESC</u>
	1	1 LOT 133 135 & 137 MARKET STREET
<u>MBL</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
567508214		P
<u>YR BUILT</u>	<u>SQ FT</u>	<u>NBR BED</u>
1900	9036	0
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>EXEMPT PROP</u>
1	1970	
<u>CENSUS BLOCK</u>	<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>
		3
<u>NBR HALF BATHS</u>	<u>DATE</u>	<u>ZONE</u>
1	09/07/2006	B1H

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CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 131 N Market Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner to renovate the front façade of the structure.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday November 3, 2015

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Emily Rebert

Emily Rebert
Community Development Planner
Historic Preservation
erebert@washingtonnc.gov
252.946.0897

New Business Major Works

**Glenn Williams
201 West Main Street**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 201 W. Main Street

Historic Property/Name (if applicable): Glenwood

Owner's Name: Glen W Williams

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace trimson & Awning with copper material

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Glen W Williams
(Name of Applicant - type or print)

PO Box 2165 27889
(Mailing Address) (Zip Code)

10/23/15 252-945-1848
(Date) (Daytime Phone Number)

Glen W Williams
(Signature of Applicant)

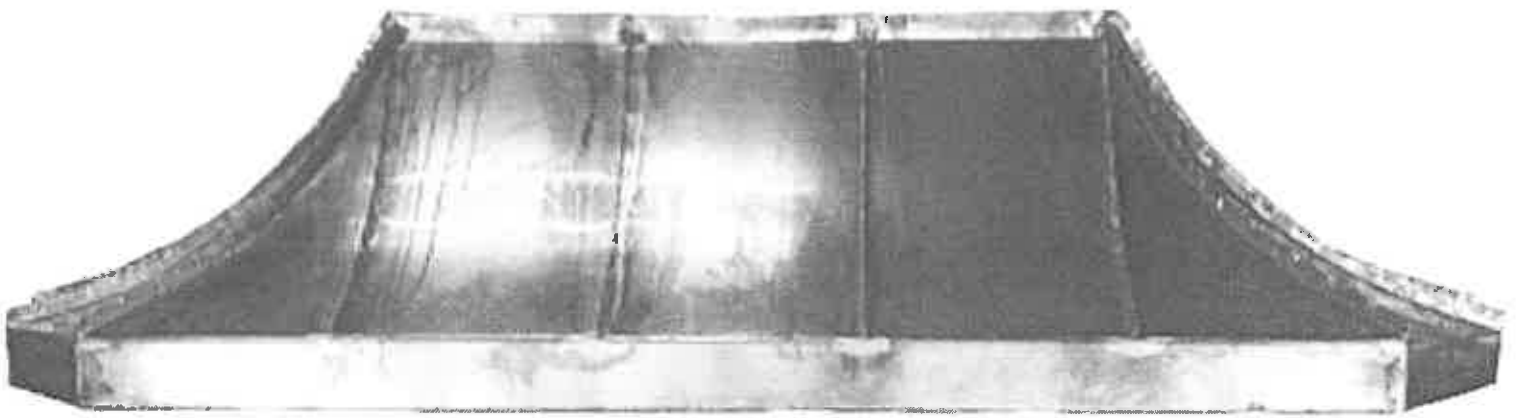
Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

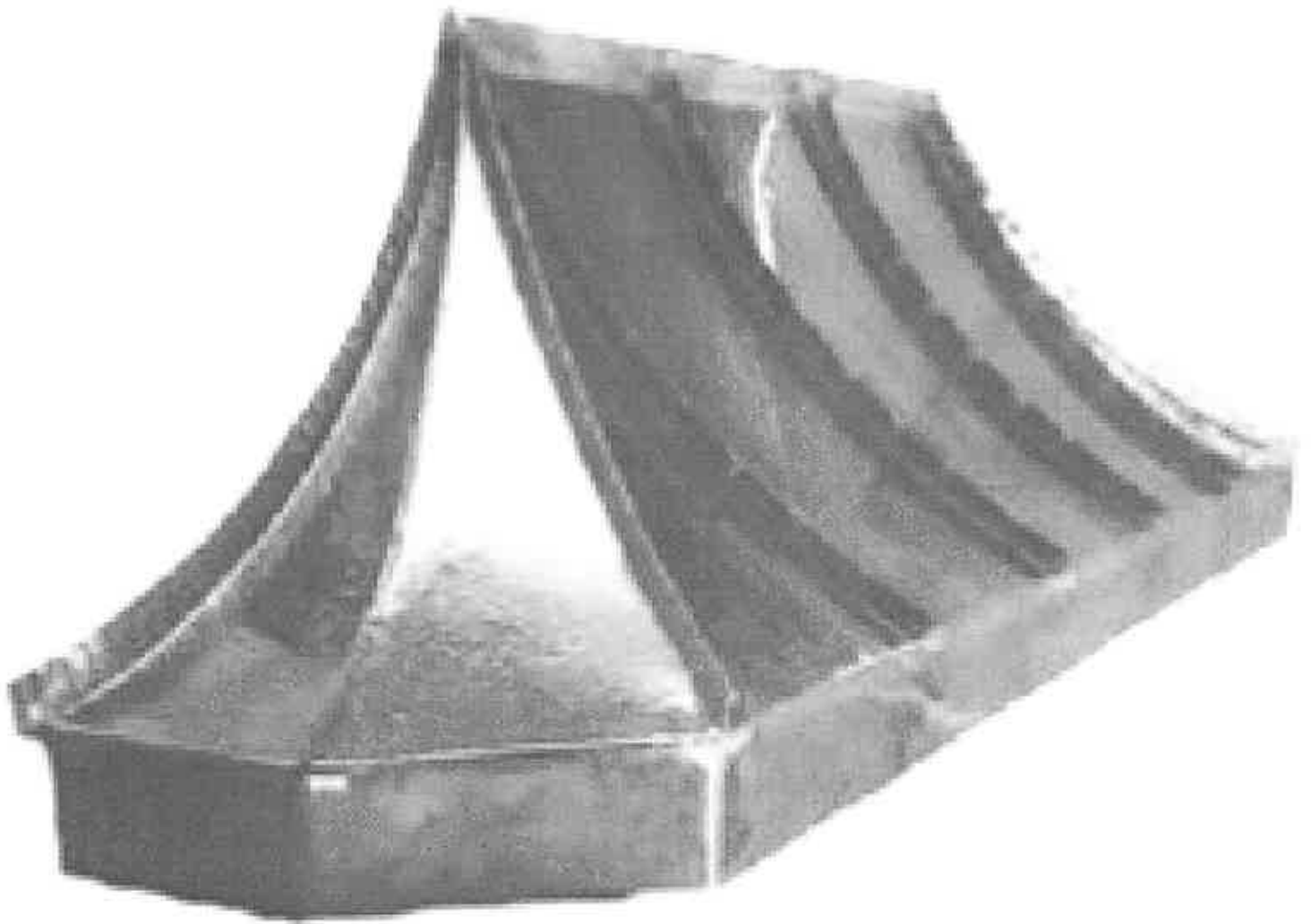
(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

201 West Main Street



36" deep
36" height



201 West Main ST



Staff Report

201 West Main Street

The application for the property located at 201 West Main Street is requesting approval to renovate the front facade of the property.

The applicant would like to replace the vinyl on the transom and the awning with copper material. Copper is a historic material that has been used for centuries and served many purposes, including roofing.

The Design Guidelines states in Chapter 3.7 Storefronts:

- **Chapter 3.7.5** "If reconstructing a historic storefront, bases the design on historic research, physical evidence, and photographic documentation, if available. Recreate the original architectural elements including overall proportions, fenestration, dimensions, and orientation."

Adjoining Property Owners – 201 West Main Street

Randy Walker
PO Box 2632
Washington, N.C. 27889

Charles Rodney Schmitt
202 West Main Street
Washington, N.C. 27889

Melton Everett
213 East Main Street
Washington, NC 27889

PGML LLC
107 Island Lane
Washington, NC 27889

Friedman-Ravenwood LLC
401 Moss Landing Ste 301
Washington, NC 27889

Sid Hassell
PO Box 2187
Washington, NC 27889

New Vision Partners
1205 Kinsdale Drive
Raleigh, NC 27615

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 201 West Main Street- Front Façade Renovations

A request has been made by Mr. Glenn Williams for a Certificate of Appropriateness to renovate the front office façade. This will include replacing the wood over the transom and awning with copper material located at 201 West Main Street. Currently wood covers the transom and the awning is a fabric material. Please review the Design Guidelines, specifically Chapter 3.7 Storefronts.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Glenn Williams to renovate the front façade of the structure located at 201 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.7 Storefronts*.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Glenn Williams to renovate the front façade of the structure located at 201 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.7 Storefronts*. I further move that the Historic Preservation Commission place the following conditions on the approval:

Or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Glenn Williams to renovate the front façade of the structure located at 201 West Main Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.7 Storefronts*.

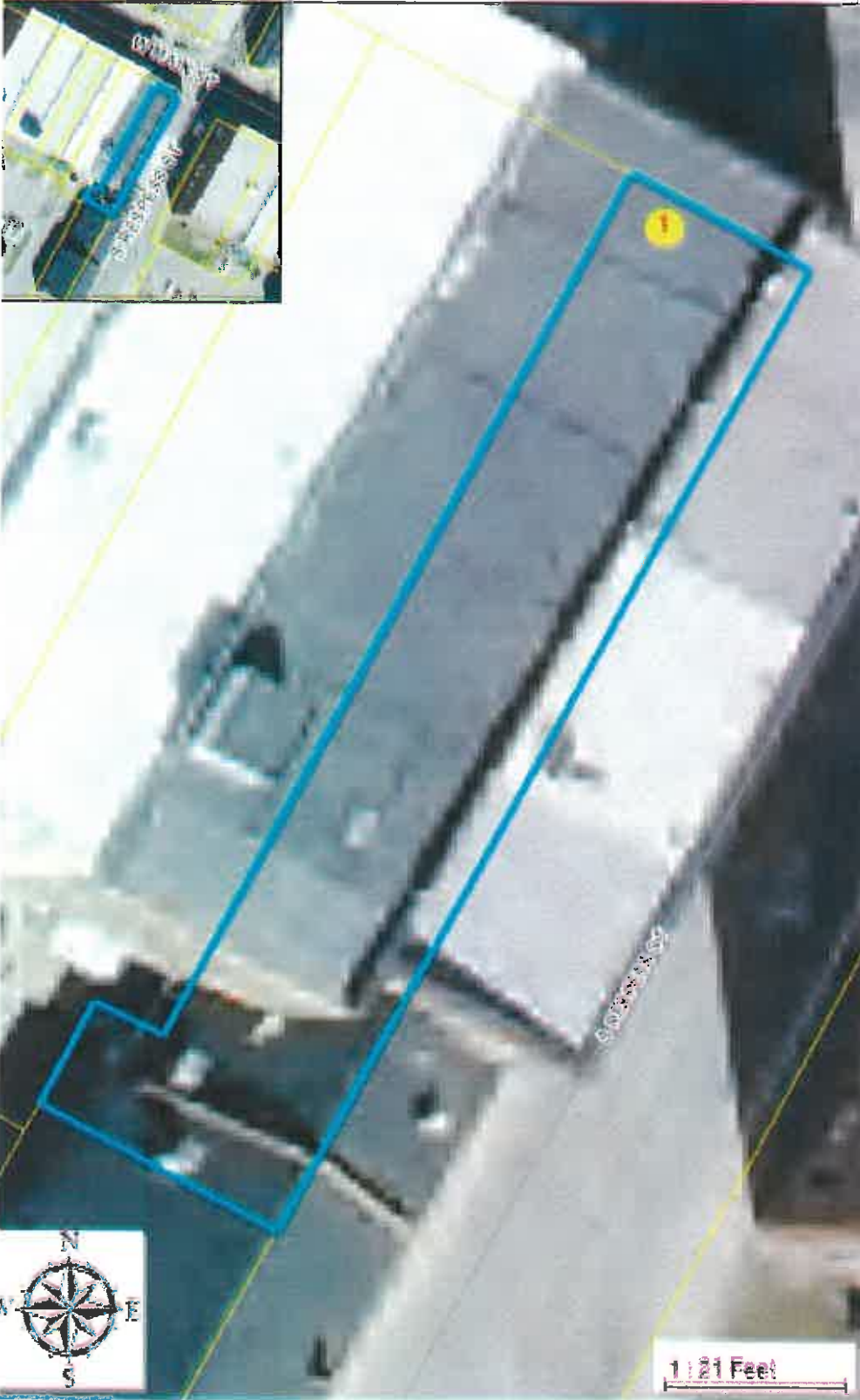
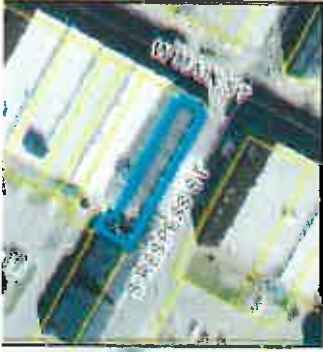
Beaufort County Property Photos

PIN: 01019513

Photo: 01019513.jpg



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Parcels



Property Land Owners



Interior Tract Lines

Centerlines

County Line



County Line (Solid)

State



1:21 Feet

<u>PARCEL ID</u>	<u>PARCEL ID</u>	<u>PARCEL ID</u>
558	01019513	5675-78-8173
<u>PIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
575-78-8173	WILLIAMS DAVID GLENN	WILLIAMS SHARON L
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
01 W MAIN ST	PO BOX 2165	WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
C	27889	201 W MAIN ST
<u>CRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
	57294	567508
<u>BR BLDG</u>	<u>DEED BOOK and PAGE</u>	<u>LAND VAL</u>
	957/948	75168
<u>LDG VAL</u>	<u>DEFR VAL</u>	<u>TOT VAL</u>
36706	0	461874
<u>BHD CDE</u>	<u>NBHD DESC</u>	<u>SUB CDE</u>
+	COMMERCIAL HISTORIC	
<u>JB DESC</u>	<u>STAMPS</u>	<u>SALE PRICE</u>
<u>LAND USE</u>	<u>DISTRICT</u>	<u>PROP DESC</u>
	1	1 LOT 201 WEST MAIN STREET (TRACT#1)
<u>IBL</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
57508467		P
<u>R BUILT</u>	<u>SQ FT</u>	<u>NBR BED</u>
380	9128	0
<u>BR BATHS</u>	<u>EFF YR</u>	<u>EXEMPT PROP</u>
	1980	
<u>SENSUS BLOCK</u>	<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>
		5
<u>BR HALF BATHS</u>	<u>DATE</u>	<u>ZONE</u>
	04/29/1992	B1H

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CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 201 W Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner to replace transom and awning with copper material.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday November 3, 2015

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Emily Rebert

Emily Rebert

Community Development Planner

Historic Preservation

erebert@washingtonnc.gov

252.946.0897

New Business Major Works

**Patricia Lewis and Lori Hardee
409 East 2nd Street**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 409 E. 2nd Street

Historic Property/Name (if applicable): _____

Owner's Name: Patricia Lewis / Lori Hardee

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Have barn original to house that we want enclosed for security.
Install 278 linear feet privacy fence - photo attached. We would like to fence in majority of back yard - stepped in so not seen from front of house - for security and privacy and to have space for my dog to be outside without worrying about him. Plus don't want to be walking

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Pat Lewis Lori Hardee
(Name of Applicant - type or print)
409 E. 2nd St., Washington, NC 27889
(Mailing Address) (Zip Code)
252-917-4534
(Date) (Daytime Phone Number)
Pat Lewis Lori Hardee
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

Proposal

WHITEHURST and SON'S FENCE CO, INC.

P.O. BOX 6083
GREENVILLE, NORTH CAROLINA 27835
PHONE (252) 752-2736
NC 1-800-682-6555
FAX (252) 752-7894

PROPOSAL SUBMITTED TO	ATTN:	DATE
Pat Lewis		8/26/2015
409 E. 2nd. St.	JOB NAME & JOB LOCATION	
CITY, STATE & ZIP CODE	PHONE	
Washington, NC 27889	917-4534	
Estimator	FAX	
Bob Kennedy	patwlewis56@gmail.com	

We hereby submit specifications and estimates for:

Install 278 L.F. of Pressure Treated Pine Privacy Fence

- 1) 6 x 6 Double Gate Posts/4 x 4 Single Gate-Fence Posts-French Gothic Top
- 2) 2 x 4 Back Rails
- 3) 1 x 6 Dog Eared Pickets
- 4) One(1) 10' Wide Double Gate On Aluminum Frame
- 5) Two(2) 4' Wide Single Gates On Aluminum Frames

Total Labor and Materials: **\$ 14,341.00**

TERMS: 50% Deposit/Balance On Completion

WE PROPOSE hereby to furnish material and labor - to complete in accordance with above specifications, for the sum of:

As Above

Payment to be made as follows:

As Above

Authorized Signature _____

NOTE: This proposal may be withdrawn by us if not accepted within 15 days.

Acceptance of Proposal - The above prices specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Should payment not be paid as agreed, any cost of collection including interest and attorney's fees, etc. shall be paid by the customer.

Signature _____

Signature _____

Date of Acceptance: _____



409 East Second ST



Staff Report

409 East Second Street

The application for the property located at 409 East Second Street is requesting approval to install a 6 foot privacy fence on the tertiary elevation of the property.

The applicant would like to install a 278 linear foot privacy fence. The fence will enclose the majority of the backyard, including the original barn. The perimeter will be stepped in a few feet from the outer edge of the house so not be as noticeable from the streetscape.

The Design Guidelines states in **Chapter 4.6 Fences and Walls**:

- **Chapter 4.6.6** "New fences and walls should be of a design that is appropriate to the architectural style and period of the historic structure."
- **Chapter 4.6.8** "Privacy fencing shall only be allowed in the rear yard. If a majority of a privacy fence is visible from the public right-of-way, a landscape buffer shall be included. No fence, including a privacy fence, shall exceed six (6) feet in height."

Adjacent Property Owners – 409 East 2nd Street

Donald Perkins
605 East 2nd Street
Washington, NC 27889

George Nemecz
2225 Dungiven Ct.
Garner, NC 27592

Tim Crompton
421 East 2nd Street
Washington, NC 27889

Virgil Carroll Jenkins Jr
412 East Main Street
Washington, NC 27889

Attila Nemecz
415 East 2nd Street
Washington, NC 27889

John Baugher
414 East 2nd Street
Washington, NC 27889

Daniel Mallison
PO Box 2005
Washington, NC 27889

Rita Buck
PO Box 808
Chocowinity, NC 27817

First Christian Church
401 East 2nd Street
Washington, NC 27889

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 409 East Second Street- Construction of a fence

A request has been made by Ms. Pat Lewis for a Certificate of Appropriateness to add a six foot high wooden fence to enclose the rear property yard located at 409 East Second Street. Please review the Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Pat Lewis to add a six foot high wooden privacy fence to enclose the rear property yard located at 409 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Pat Lewis to add a six foot high wooden privacy fence to enclose the rear property yard located at 409 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls. I further move that the Historic Preservation Commission place the following conditions on the approval:

Or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Ms. Pat Lewis to add a six foot high wooden privacy fence to enclose the rear property yard located at 409 East Second Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

Beaufort County Property Photos

PIN: 01017628

Photo: 01017628.jpg



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Parcels



Property Land Owners



Interior Tract Lines

Centerlines



County Line



County Line (Solid)

State

<u>SECTION</u>	<u>PARCEL</u>	<u>STATUS</u>
0999	01017628	5685-07-2387
<u>PIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
585-07-2387	HARDEE LORI CLARECE	LEWIS PATRICIA WILLIAMS
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
09 EAST 2ND STREET		WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
DC	27889	2ND STREET
<u>CRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
	921915	568509
<u>BR BLDG</u>	<u>DEED BOOK and PAGE</u>	<u>LAND VAL</u>
	1876/0028	50000
<u>LDG VAL</u>	<u>DEFR VAL</u>	<u>TOT VAL</u>
78631	0	228631
<u>BHD CDE</u>	<u>NBHD DESC</u>	<u>SUB CDE</u>
	HISTORICAL	
<u>JB DESC</u>	<u>STAMPS</u>	<u>SALE PRICE</u>
	222	111000
<u>LAND USE</u>	<u>DISTRICT</u>	<u>PROP DESC</u>
	1	1 LOT 409 E 2ND STREET
<u>IBL</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
5850992		P
<u>R BUILT</u>	<u>SQ FT</u>	<u>NBR BED</u>
371	3016	4
<u>BR BATHS</u>	<u>EFF YR</u>	<u>EXEMPT PROP</u>
	1991	
<u>ENSUS BLOCK</u>	<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>
		3
<u>BR HALF BATHS</u>	<u>DATE</u>	<u>ZONE</u>
	06/29/2015	RHD

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CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 409 E 2nd Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner to install a 6 foot high wooden privacy fence to enclose the rear property yard.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday November 3, 2015

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Emily Rebert

Emily Rebert
Community Development Planner
Historic Preservation
erebert@washingtonnc.gov
252.946.0897

121 E Second ST.

**Installation of wooden
railing on wheelchair
ramp**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 121 E 2ND ST

Historic Property/Name (if applicable): _____

Owner's Name: CALVIN MCLEAN

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

INSTALL WOOD RAILING + SPINDLES TO
WHEEL CHAIR RAMP.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

CALVIN MCLEAN
(Name of Applicant - type or print)
121 E 2ND ST
(Mailing Address) (Zip Code)
OCT 22 / 15 909 553 8617
(Date) (Daytime Phone Number)
Calvin McLean
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



121 East Second ST



121 East
Second ST

Staff Report

121 East Second Street

The application for the property located at 121 East Second Street is requesting approval to install a railing on the wheelchair access ramp of the property.

The applicant would like to install a wooden railing on the wheelchair ramp located on the western side of the property. The railing will look like the bannister on the porch, but have larger gaps between the spindles to differentiate between the new and old construction.

The Design Guidelines states in **Chapter 5.3 Additions:**

- **Chapter 5.3.3** "Additions should be compatible in materials, design... to the main structure..."
- **Chapter 5.3.4** "Additions ... should always be compatible with the existing historic structure."
- **Chapter 5.3.5** "Additions should never mimic or recreate the architecture of the primary historic structure."

Adjacent Property Owners - 121 East 2nd Street

Don Stroud
127 East 2nd Street
Washington, NC 27889

Thomas Kevin Cherry
3232 7th Ave NE
Washington, DC 20017

Jayne D. Wall
111 S. Reed Drive
Washington, NC 27889

Ford Freeman
100 Riverside Drive Apt. 2
Washington, NC 27889

Benjamin Clark
116 N. Bonner Street
Washington, NC 27889

Richard M. Young
142 East Main Street
Washington, NC 27889

Nickel & Dime Properties
128 Abbey Lane
Washington, NC 27889

Sherri E. Dean
122 East 2nd Street
Washington, NC 27889

Elmo T. Carawan
114 North Bonner Street
Washington, NC 27889

City of Washington
PO Box 1988
Washington, NC 27889

Martha Matthews
140 East Main Street
Washington, NC 27889

STC Holdings, LLC
102 E. Victoria CT Ste A
Greenville, NC 27858

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 121 East Second Street- Installation of Wood Railings

A request has been made by Mr. Calvin McLean for a Certificate of Appropriateness to install a wood railing and spindles to the wheel chair ramp on the western side of the structure located at 121 East Second Street. Please review the Design Guidelines, specifically Chapter 5.3 Additions.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Calvin McLean to install a wood railing and spindles to the wheel chair ramp on the western side of the structure located 121 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.5 Additions*.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Calvin McLean to install a wood railing and spindles to the wheel chair ramp on the western side of the structure located at 121 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.5 Additions*. I further move that the Historic Preservation Commission place the following conditions on the approval:

Or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Calvin McLean to install a wood railing and spindles to the wheel chair ramp on the western side of the structure located at 121 East Second Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically *Chapter 3.5 Additions*.

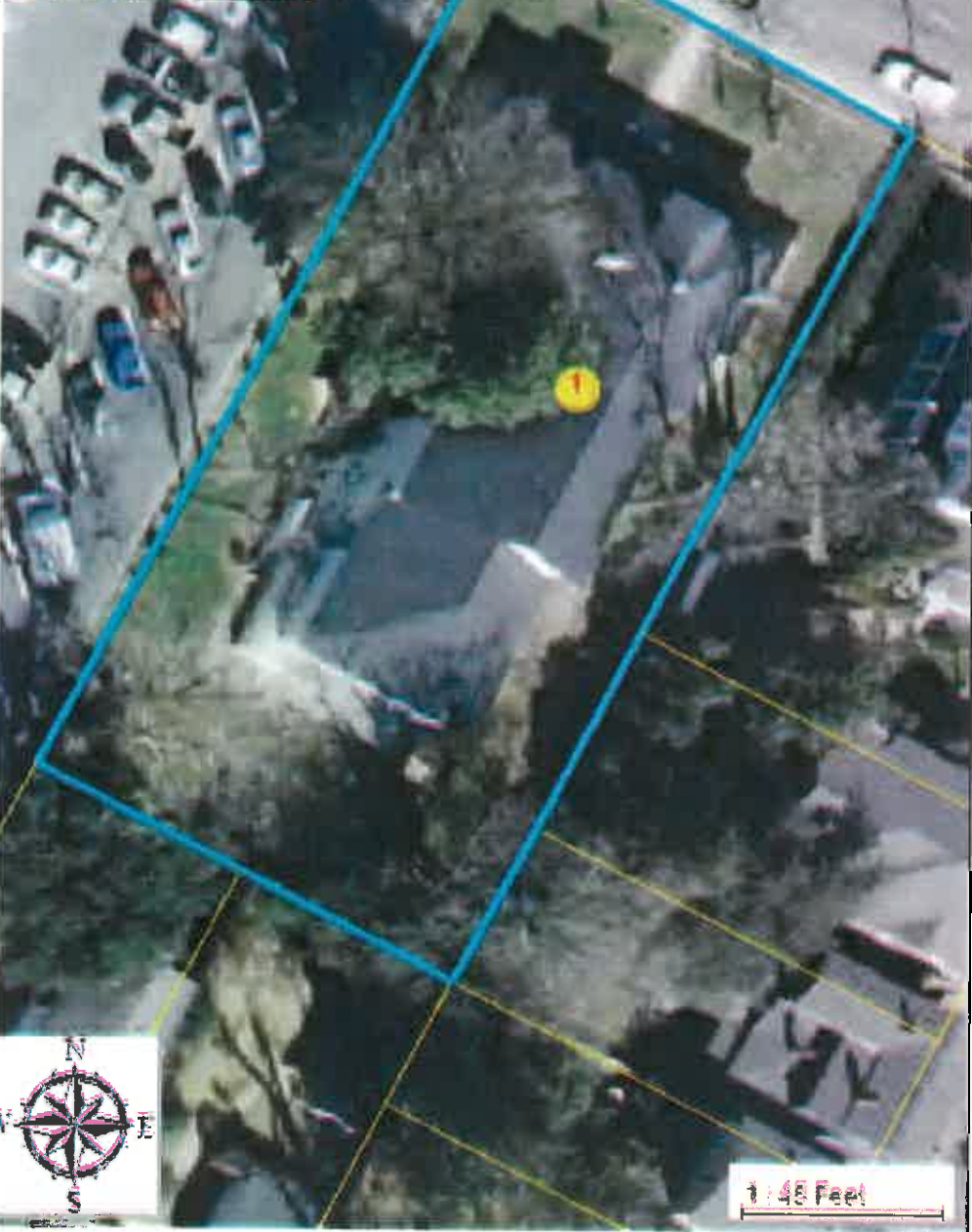
Beaufort County Property Photos

PIN: 01011003

Photo: 01011003.jpg



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Parcels

Property Land Owners

Interior Tract Lines

Centerlines

County Line

County Line (Solid)

State

<u>PHONE</u>	<u>LOT</u>	<u>STATE</u>
903	01011003	5675-88-9077
<u>PIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
575-88-9077	MCLEAN INVESTMENT CO. LLC	
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
5780 W EARLL DRIVE		GOODYEAR
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
Z	85395	121 E 2ND ST
<u>CRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
	922181	567508
<u>BR BLDG</u>	<u>DEED BOOK and PAGE</u>	<u>LAND VAL</u>
	1880/0711	44520
<u>LDG VAL</u>	<u>DEFR VAL</u>	<u>TOT VAL</u>
9040	0	133560
<u>BHD CDE</u>	<u>NBHD DESC</u>	<u>SUB CDE</u>
LHR	B1 HISTORICAL RESIDENTIAL	
<u>JB DESC</u>	<u>STAMPS</u>	<u>SALE PRICE</u>
	342	171000
<u>LAND USE</u>	<u>DISTRICT</u>	<u>PROP DESC</u>
	1	1 LOT 121 EAST 2ND ST (LOT #39)
<u>IBL</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
57508232		P
<u>R BUILT</u>	<u>SQ FT</u>	<u>NBR BED</u>
900	9658	5
<u>BR BATHS</u>	<u>EFF YR</u>	<u>EXEMPT PROP</u>
	1950	
<u>ENSUS BLOCK</u>	<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>
		3
<u>BR HALF BATHS</u>	<u>DATE</u>	<u>ZONE</u>
	08/28/2015	B1H

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CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 121 E 2nd Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner to install a wood railing and spindles to the wheel chair ramp on the western side of the structure.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday November 3, 2015

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Emily Rebert

Emily Rebert
Community Development Planner
Historic Preservation
erebert@washingtonnc.gov
252.946.0897

New Business

Minor Works

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 216 FLEMING ST.

Historic Property/Name (if applicable): _____

Owner's Name: TERIAN SCARANTINO

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

REMOVAL OF DECAYING PECAN TREE IN BACKYARD

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input checked="" type="radio"/> Approved	<u>ERS</u>
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

SIMON K. STROUD
(Name of Applicant - type or print)

216 FLEMING ST. 27889
(Mailing Address) (Zip Code)

10/05/2015 252-947-2075
(Date) (Daytime Phone Number)

[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

[Signature]
(Minor Work Auth. Sig.)

15 Oct 2015
(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 120 N. Academy Street

Historic Property/Name (if applicable): _____

Owner's Name: First Christian Church

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Repair front porch railing with
same material.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input checked="" type="radio"/> Approved	<u>SR</u>
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Leland Hill
(Name of Applicant - type or print)

109 Fairway Dr. 27889
(Mailing Address) (Zip Code)

10/6/15 252-943-7076
(Date) (Daytime Phone Number)

Leland Hill
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

[Signature]
(Minor Work Auth. Sig.)

15 Oct 2015
(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 218 North Bonner St.

Historic Property/Name (if applicable): _____

Owner's Name: William Cochran

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Repair & replaced windows as before.
Replace siding with like material.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
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<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

William Cochran
(Name of Applicant - type or print)
110 N Respass St 27889
(Mailing Address) (Zip Code)
10-13-85
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 102 MLK

Historic Property/Name (if applicable): Metropolitan AME Zion Church

Owner's Name: Metropolitan AME Zion Church

Lot Size: 20 feet by 12 feet.
(width) (depth)

Brief Description of Work to be Done:

Contractor will remove existing sign. Dig footings for new sign (per specs. on plans). Install pipe for electrical to be connected to new sign.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
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<input checked="" type="radio"/> Approved	<u>SR</u>
<input type="radio"/> Approved with Conditions	
<input type="radio"/> Denied	
<input type="radio"/> Withdrawn	
<input type="radio"/> Staff Approval	
(Date)	(Authorized Signature)

Sean A. Farver
(Name of Applicant - type or print)

613 Plant St., Washington NC 27889
(Mailing Address) (Zip Code)

10/13/15 252-495-3868
(Date) (Daytime Phone Number)

Juan A. Farver
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

[Signature] 10/15
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 465 E 2nd

Historic Property/Name (if applicable): McNain

Owner's Name: Don Perkins

Lot Size: 50 feet by 200 feet.
(width) (depth)

Brief Description of Work to be Done:

new gutters on front porch. Same Color as fascia.
metal

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
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<input checked="" type="radio"/> Approved	<u>DP</u>
<input type="radio"/> Approved with Conditions	
<input type="radio"/> Denied	
<input type="radio"/> Withdrawn	
<input type="radio"/> Staff Approval	
(Date)	(Authorized Signature)

Don Perkins
(Name of Applicant - type or print)
603 Rupert Dr. Greenville 27858
(Mailing Address) (Zip Code)
10/14/15 203 893 0690
(Date) (Daytime Phone Number)
Don Perkins
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

[Signature] 14 Oct 2015
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 210 North Market Street

Historic Property/Name (if applicable): Sher. H's Dept.

Owner's Name: Beaufort County 121 West 3rd St.

Lot Size: 80' feet by 103' feet.
(width) (depth)

Brief Description of Work to be Done:

2-Softest tip
Pressure Wash Exterior of Building using
Shawn Williams H&C Cleaner Degreaser, rinse paint
up any damaged or missing mortar using 50 year
chaulking mortar and seal Brick using H&C Concrete
and Masonry Waterproofing Sealer.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input checked="" type="radio"/> Approved	<u>JA</u>
<input type="radio"/> Approved with Conditions	
<input type="radio"/> Denied	
<input type="radio"/> Withdrawn	
<input type="radio"/> Staff Approval	
(Date)	(Authorized Signature)

Beaufort County Maintenance
(Name of Applicant - type or print)
123 W 3rd St. Washington NC 27885
(Mailing Address) (Zip Code)
10/20/15 252-940-8346
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

[Signature] 20 Oct 2015
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 121 E 2ND ST

Historic Property/Name (if applicable): _____

Owner's Name: CALVIN McLEAN

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

INSTALL 2 CONDENSING UNITS ON THE
EAST SIDE OF THE BUILDING. NOT VISIBLE
FROM THE STREET.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	<u>EDL</u>
<input checked="" type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

CALVIN McLEAN
(Name of Applicant - type or print)
121 E 2ND ST
(Mailing Address) (Zip Code)
0522/15 909 553 8617
(Date) (Daytime Phone Number)
Calvin McLean
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at _____.

[Signature]
(Minor Work Auth. Sig.)

22082015
(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

Other Business Design Guidelines – Masonry Products

Masonry

Various types of masonry construction are found in the district including brick, stone, stucco, and concrete. Buildings in the downtown commercial area are primarily of brick construction while there are also several examples of brick residential structures. Just like with wood, masonry construction contributes to a building's historic character in its texture, color, size and scale, and detailing. This architectural detailing includes subtle elements like variations in bond patterns to more prominent detailing like corbelling, brick cornices, quoins, etc.



Masonry must be properly maintained in order to prevent deterioration. Typical masonry maintenance issues include deteriorated mortar joints, broken or chipped bricks, and loose bricks. Much of this deterioration is due to the effects of weather as well as improper maintenance and cleaning.

Masonry Guidelines

- 3.2.6** Preserve and protect character-defining masonry architectural features including corbelling, cornices, sills, quoins, foundations and walls.
- 3.2.7** Routinely inspect masonry features for cracks, loose bricks, and signs of weather damage paying particular attention to mortar joints.
- 3.2.8** Caulk may be used around doors and windows to prevent water penetration. Caulk is not an appropriate material for repointing joints.
- 3.2.9** Deteriorated masonry units should be repaired rather than replaced using materials that match the original in size, texture, color, and overall appearance. Synthetic materials are prohibited on historic structures for the wholesale covering of a structure.
- 3.2.10** Do not apply paint to masonry surfaces that were historically not painted.
- 3.2.11** Removal of paint from a masonry structure is encouraged when the underlying masonry units are character defining and are in good condition, and only if safe and proper paint removal procedures are used resulting in no damage to the masonry.
- 3.2.12** When cleaning is necessary, proper techniques should be used.
 - Use the gentlest means possible including low-pressure washing with detergent and natural soft bristle brushes.

Test the cleaning method on a small area first because older brick can be damaged by even low-pressure washing

- Use caution when utilizing chemical cleaners. Test a small area first to determine that no damaging effects will occur. Run-off from chemical cleaning must be controlled and authorized by the City of Washington prior to the cleaning process.
- Do not use sandblasting or high-pressure water blasting to clean historic masonry.

3.2.13 When repair to mortar joints is needed due to cracks, missing and crumbling mortar, and loose bricks, use proper techniques for repointing.

- Remove deteriorated mortar by hand raking rather than using electric saws and hammers than can damage the brick
- Match the original texture, strength, composition, color, width, and profile of the historic mortar joints.
- Repointing with mortar that is stronger than the original, such as Portland cement, can cause brick to crack, break or spall. A lime based mortar is recommended for historic brick. In repointing mortar joints, mortar of appropriate PSI should be used.

○ **3.2.14** A stone strengthener, water repellent or a combination of both may sometimes be used to preserve soft brick, sandstone and porous masonry. It is not recommended

to waterproof masonry as a substitute for repointing or repair, water repellent coatings are permitted as they do not trap moisture. Sealants are prohibited.

Metal

Architectural metals are frequently found in the historic district on both residential and non-residential construction. Cast iron columns, metal roofs, and wrought iron details are typical metal treatments in Washington and are important character-defining elements of historic architecture. Common maintenance and deterioration issues include corrosion, rust, and peeling paint. Corrosion and rust are particularly problematic as they will continue to cause deterioration of metal as long as it is exposed.



Metal Guidelines

3.2.14 Preserve and protect character-defining metal features including cast iron columns, metal roofs, gutters, architectural details, fences, gates, and hardware.

3.2.15 Routinely inspect metal features for peeling paint, corrosion, and rust.

3.2.16 Deteriorated metal should be repaired rather than replaced. Should the level of deterioration warrant replacement, the element shall match the original in design, color, detail, and material.

be consulted prior to beginning a cleaning project, especially if it involves anything more than plain water washing. This advance planning will ensure that the cleaning effluent or run-off, which is the combination of the cleaning agent and the substance removed from the masonry, is handled and disposed of in an environmentally sound and legal manner. Some alkaline and acidic cleaners can be neutralized so that they can be safely discharged into storm sewers. However, most solvent-based cleaners cannot be neutralized and are categorized as pollutants, and must be disposed of by a licensed transport, storage and disposal facility. Thus, it is always advisable to consult with the appropriate agencies before starting to clean to ensure that the project progresses smoothly and is not interrupted by a stop-work order because a required permit was not obtained in advance.

Vinyl guttering or polyethylene-lined troughs placed around the perimeter of the base of the building can serve to catch chemical cleaning waste as it is rinsed off the building. This will reduce the amount of chemicals entering and polluting the soil, and also will keep the cleaning waste contained until it can be removed safely. Some patented cleaning systems have developed special equipment to facilitate the containment and later disposal of cleaning waste.

Concern over the release of volatile organic compounds (VOCs) into the air has resulted in the manufacture of new, more environmentally responsible cleaners and paint removers, while some materials traditionally used in cleaning may no longer be available for these same reasons. Other health and safety concerns have created additional cleaning challenges, such as lead paint removal, which is likely to require special removal and disposal techniques.

Cleaning can also cause damage to non-masonry materials on a building, including glass, metal and wood. Thus, it is usually necessary to cover windows and doors, and other features that may be vulnerable to chemical cleaners. They should be covered with plastic or polyethylene, or a masking agent that is applied as a liquid which dries to form a thin protective film on glass, and is easily peeled off after the cleaning is finished. Wind drift, for example, can also damage other property by carrying cleaning chemicals onto nearby automobiles, resulting in etching of the glass or spotting of the paint finish. Similarly, airborne dust can enter surrounding buildings, and excess water can collect in nearby yards and basements.

Safety Considerations

Possible health dangers of each method selected for the cleaning project must be considered before selecting a cleaning method to avoid harm to the cleaning applicators, and the necessary precautions must be taken. The precautions listed in Material Safety Data Sheets (MSDS) that are provided with chemical products should always be followed. Protective clothing, respirators, hearing and face shields, and gloves must be provided to workers to be worn at all times. Acidic and alkaline chemical cleaners in both liquid and vapor forms can also cause serious injury to passers-by. It may be necessary to schedule cleaning at night or weekends if the building is located in a busy urban area to reduce the potential danger of chemical overspray to pedestrians. Cleaning during non-business hours will allow HVAC systems to be turned off and vents to be covered to prevent dangerous chemical fumes from entering the building which will also ensure the safety of the building's occupants. Abrasive and mechanical methods produce dust which can pose a serious health hazard, particularly if the abrasive or the masonry contains silica.



The lower floors of this historic brick and architectural terra-cotta building have been covered during chemical cleaning to protect pedestrians and vehicular traffic from potentially harmful overspray. Photo: NPS files.

Water-Repellent Coatings and Waterproof Coatings

To begin with, it is important to understand that waterproof coatings and water-repellent coatings are not the same. Although these terms are frequently interchanged and commonly confused with one another, they are completely different materials. **Water-repellent coatings**—often referred to incorrectly as "sealers", but which do not or should not "seal"—are intended to keep liquid water from penetrating the surface but to allow water vapor to enter and leave, or pass through, the surface of the masonry. Water-repellent coatings are generally transparent, or clear, although once applied some may darken or discolor certain types of masonry while others may give it a glossy or shiny appearance. **Waterproof coatings** seal the surface from liquid water and from water vapor. They are usually opaque, or pigmented, and include bituminous coatings and some elastomeric paints and coatings.

Water-Repellent Coatings

Water-repellent coatings are formulated to be vapor permeable, or "breathable". They do not seal the surface completely to water vapor so it can enter the masonry wall as well as leave the wall. While the first water-repellent coatings to be developed were primarily acrylic or silicone resins in organic solvents, now most water-repellent coatings are water-based and formulated from modified siloxanes, silanes and other alkoxysilanes, or metallic stearates. While some of these products are shipped from the factory ready to use, other water-borne water repellents must be diluted at the job site. Unlike earlier water-repellent coatings which tended to form a "film" on the masonry surface, modern water-repellent coatings actually penetrate into the masonry substrate slightly and, generally, are almost invisible if properly applied to the masonry. They are also more vapor permeable than the old coatings, yet they still reduce the vapor permeability of the masonry. Once inside the wall, water vapor can condense at cold spots producing liquid water which, unlike water vapor, cannot escape

through a water-repellent coating. The liquid water within the wall, whether from condensation, leaking gutters, or other sources, can cause considerable damage.

Water-repellent coatings are not consolidants. Although modern water-repellents may penetrate slightly beneath the masonry surface, instead of just "sitting" on top of it, they do not perform the same function as a consolidant which is to "consolidate" and replace lost binder to strengthen deteriorating masonry. Even after many years of laboratory study and testing, few consolidants have proven very effective. The composition of fired products such as brick and architectural terra cotta, as well as many types of building stone, does not lend itself to consolidation.

Some modern water-repellent coatings which contain a binder intended to replace the natural binders in stone that have been lost through weathering and natural erosion are described in product literature as both a water repellent and a consolidant. The fact that the newer water-repellent coatings penetrate beneath the masonry surface instead of just forming a layer on top of the surface may indeed convey at least some consolidating properties to certain stones. However, a water-repellent coating cannot be considered a consolidant. In some instances, a water-repellent or "preservative" coating, if applied to already damaged or spalling stone, may form a surface crust which, if it fails, may exacerbate the deterioration by pulling off even more of the stone.



This clear coating has failed and is pulling off pieces of the stone as it peels. Photo: NPS files

Is a Water-Repellent Treatment Necessary?

Water-repellent coatings are frequently applied to historic masonry buildings for the wrong reason. They also are often applied without an understanding of what they are and what they are intended to do. And these coatings can be very difficult, if not impossible, to remove from the masonry if they fail or become discolored. Most importantly, the application of water-repellent coatings to historic masonry is usually unnecessary.

Most historic masonry buildings, unless they are painted, have survived for decades without a water-repellent coating and, thus, probably do not need one now. Water penetration to the interior of a masonry building is seldom due to porous masonry, but results from poor or deferred maintenance. Leaking roofs, clogged or deteriorated gutters and downspouts, missing mortar, or cracks and open joints around door and window openings are almost always the cause of moisture-related problems in a historic masonry building. **If historic masonry buildings are kept watertight and in good repair, water-repellent coatings should not be necessary.**

Rising damp (capillary moisture pulled up from the ground), or condensation can also be a source of excess moisture in masonry buildings. A water-repellent coating will not solve this problem either and, in fact, may be likely to exacerbate it. Furthermore, a water-repellent coating should never be applied to a damp wall. Moisture in the wall would reduce the ability of a coating to adhere to the masonry and to penetrate below the surface. But, if it did adhere, it would hold the moisture inside the masonry because, although a water-repellent coating is permeable to water vapor, liquid water cannot pass through it. In the case of rising damp, a coating may force the moisture to go even higher in the wall because it can slow down evaporation, and thereby retain the moisture in the wall.

Excessive moisture in masonry walls may carry waterborne soluble salts from the masonry units themselves or from the mortar through the walls. If the water is permitted to come to the surface, the salts may appear on the masonry surface as efflorescence (a whitish powder) upon evaporation. However, the salts can be potentially dangerous if they remain in the masonry and crystallize beneath the surface as subflorescence. Subflorescence eventually may cause the surface of the masonry to spall, particularly if a water-repellent coating has been applied which tends to reduce the flow of moisture out from the subsurface of the masonry. Although many of the newer water-repellent products are more breathable than their predecessors, they can be especially damaging if applied to masonry that contains salts, because they limit the flow of moisture through masonry.

When a Water-Repellent Coating May be Appropriate

There are some instances when a water-repellent coating may be considered appropriate to use on a historic masonry building. **Soft, incompletely fired brick from the 18th and early 19th centuries may have become so deteriorated that some type of coating is needed to protect it from further deterioration or disintegration.** When a masonry building has been neglected for a long period of time, necessary repairs may be required in order to make it watertight. If, following a reasonable period of time after the building has been made watertight and has dried out completely, moisture appears actually to be penetrating through the repointed and repaired masonry walls, then the application of a water-repellent coating may be considered in *selected areas only*. This decision should be made in consultation with an architectural conservator. And, if such a treatment is undertaken, it should not be applied to the entire exterior of the building.

Anti-graffiti or barrier coatings are another type of clear coating—although barrier coatings can also be pigmented—that may be applied to exterior masonry, but they are not formulated primarily as water repellents. The purpose of these coatings is to make it harder for graffiti to stick to a masonry surface and, thus, easier to clean. But, like water-repellent coatings, in



Improper cleaning methods may have been responsible for the formation of efflorescence on this brick. Photo: NPS files.

most cases the application of anti-graffiti coatings is generally not recommended for historic masonry buildings. These coatings are often quite shiny which can greatly alter the appearance of a historic masonry surface, and they are not always effective. Generally, other ways of discouraging graffiti, such as improved lighting, can be more effective than a coating. However, the application of anti-graffiti coatings may be appropriate in some instances on vulnerable areas of historic masonry buildings which are frequent targets of graffiti that are located in out-of-the-way places where constant surveillance is not possible.

Some water-repellent coatings are recommended by product manufacturers as a means of keeping dirt and pollutants or biological growth from collecting on the surface of masonry buildings and, thus, reducing the need for frequent cleaning. While this at times may be true, in some cases a coating may actually retain dirt more than uncoated masonry.

Generally, the application of a water-repellent coating is not recommended on a historic masonry building as a means of preventing biological growth. Some water-repellent coatings may actually encourage biological growth on a masonry wall. Biological growth on masonry buildings has traditionally been kept at bay through regularly-scheduled cleaning as part of a maintenance plan. Simple cleaning of the masonry with low-pressure water using a natural- or synthetic-bristled scrub brush can be very effective if done on a regular basis. Commercial products are also available which can be sprayed on masonry to remove biological growth.

In most instances, a water-repellent coating is not necessary if a building is watertight. The water-repellent coating is not a recommended treatment for historic masonry buildings unless there is a specific problem which it may help solve. If the problem occurs on only part of the building, it is best to treat only that area rather than the entire building. Extreme exposures such as parapets, for example, or portions of the building subject to driving rain can be treated more effectively and less expensively than the entire building. Water-repellent coatings are not permanent and must be reapplied periodically although, if they are truly invisible, it can be difficult to know when they are no longer providing the intended protection.

Testing a water-repellent coating by applying it in one small area may not be helpful in determining its suitability for the building because a limited test area does not allow an adequate evaluation of a treatment. Since water may enter and leave through the surrounding untreated areas, there is no way to tell if the coated test area is "breathable." But trying a coating in a small area may help to determine whether the coating is visible on the surface or if it will otherwise change the appearance of the masonry.

Waterproof Coatings

In theory, waterproof coatings usually do not cause problems as long as they exclude all water from the masonry. ~~When they do enter the wall from the ground or from the inside of a building, the coating can intensify the damage because the water will not be able to escape.~~ During cold weather this water in the wall can freeze causing serious mechanical disruption, such as spalling.

In addition, the water eventually will get out by the path of least resistance. If this path is toward the interior, damage to interior finishes can result; if it is toward the exterior, it can lead to damage to the masonry caused by built-up water pressure.

In most instances, waterproof coatings should not be applied to historic masonry. The possible exception to this might be the application of a waterproof coating to below-grade exterior foundation walls as a last resort to stop water infiltration on interior basement walls. ~~Generally, however, waterproof coatings, which include elastomeric paints, should almost never be applied above grade to historic masonry buildings.~~

Summary and References

A well-planned cleaning project is an essential step in preserving, rehabilitating or restoring a historic masonry building. Proper cleaning methods and coating treatments, when determined necessary for the preservation of the masonry, can enhance the aesthetic character as well as the structural stability of a historic building. Removing years of accumulated dirt, pollutant crusts, stains, graffiti or paint, if done with appropriate caution, can extend the life and longevity of the historic resource. Cleaning that is carelessly or insensitively prescribed or carried out by inexperienced workers can have the opposite of the intended effect. It may scar the masonry permanently, and may actually result in hastening deterioration by introducing harmful residual chemicals and salts into the masonry or causing surface loss. Using the wrong cleaning method or using the right method incorrectly, applying the wrong kind of coating or applying a coating that is not needed can result in serious damage, both physically and aesthetically, to a historic masonry building. Cleaning a historic masonry building should always be done using the gentlest means possible that will clean, but not damage the building. It should always be taken into consideration before applying a water-repellent coating or a waterproof coating to a historic masonry building whether it is really necessary and whether it is in the best interest of preserving the building.

Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure waterblasting.

Failing to follow manufacturers' product and application instructions when repainting masonry.

Using new paint colors that are inappropriate to the historic building and district.

Failing to undertake adequate measures to assure the protection of masonry features.

Masonry

.... Repair

recommended.....

Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork.

Removing deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.

Duplicating old mortar in strength, composition, color, and texture.

Duplicating old mortar joints in width and in joint profile.

Repairing stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.

Using mud plaster as a surface coating over unfired, unstabilized adobe because the mud plaster will bond to the adobe.

Cutting damaged concrete back to remove the source of deterioration (often corrosion on metal reinforcement bars). The new patch must be applied carefully so it will bond satisfactorily with, and match, the historic concrete.



Preparation for stucco repair.



Replacement stones tooled to

Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters.

match original.

Applying new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

Not recommended

Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.



Loss of the historic character due to insensitive repointing.

Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.

Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.

Repointing with a synthetic caulking compound.

Using a "scrub" coating technique to repoint instead of traditional repointing methods.

Changing the width or joint profile when repointing.

Removing sound stucco; or repairing with new stucco that is stronger than the historic material or does not convey the same visual appearance.

Applying cement stucco to unfired, unstabilized adobe. Because the cement stucco will not bond properly, moisture can become entrapped between materials, resulting in accelerated deterioration of the adobe.

Patching concrete without removing the source of deterioration.

Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the masonry feature or that is physically or chemically incompatible.

Applying waterproof, water repellent, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

New Bern

EXTERIOR CHANGES TO HISTORIC BUILDINGS

to remove more stubborn surface stains. Such chemical applications, however, should never be undertaken until tested in an inconspicuous location on the building in order to determine if any masonry discoloration or damage occurs. More abrasive cleaning techniques such as sandblasting or high pressure water blasting are prohibited due to their tendency to damage the protective surface of historic masonry and accelerate its deterioration. Likewise, water repellents and sealers on brick are prohibited. Such products often trap moisture in the brick and cause spalling.

Failure of masonry mortar is perhaps the most common problem associated with brick and other masonry construction. Mortar joints slowly deteriorate over time due to exposure to weather. This deterioration results in moisture penetration in brick walls and foundations. To correct the problem, repointing is necessary. All loose and deteriorated mortar must be raked out of the joint by hand and new mortar inserted. Old mortar should generally be removed to a minimum depth of 1" to ensure an adequate bond. Care must be taken to choose a mortar mixture that matches the original in terms of composition, color, texture, strength, and appearance. Care must also be taken to match the joint width and profile of the finished joint. For older, softer brick, a mortar mixture must be made consistent with the historic mortar. Please contact the Restoration Specialist in the Eastern Office of Archives and History for additional information and guidance.

Painting brick and other masonry features of historic buildings that historically were not coated is prohibited. Exceptions may be made based on the condition of the brick and the aesthetic impact of the paint application on the character of the building and district as a whole. If brick is to be painted, latex paint is recommended. It allows the brick to breathe and will not peel as quickly as oil paints, provided the surface is properly prepared prior to painting. Removal of paint from masonry surfaces is not recommended unless the brick is of high quality and was originally intended not to be painted. When paint removal is undertaken, use only chemical strippers that are specifically recommended for masonry. Always test the product in an inconspicuous location to determine if damage or discoloration occurs.

Brick & Other Masonry Materials Guidelines

1. Retain and preserve original masonry walls, foundations, and roofs.
2. Preserve masonry construction features that help to define the character of historic buildings such as chimneys, decorative corbeling, cornices, arches, belt courses, foundations, window sills and hoods, and cornices.
3. Monitor brick and other masonry materials regularly for signs of vegetation growth, dirt build up, moisture damage, or cracking.
4. Eliminate lichen, ivy, and other forms of vegetation



A variety of masonry building materials and details are evident in the Downtown Historic district.

Design Guidelines for Building Materials and Details

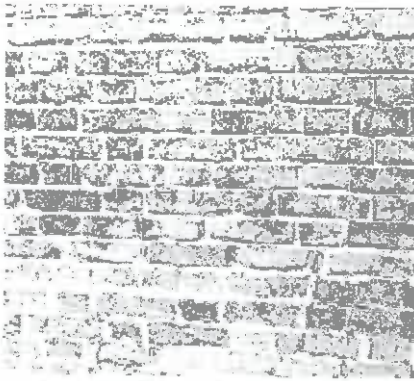
- 1) Maintain and preserve historic building materials and details that contribute to the character of the building and the significance of the district as a whole.
- 2) Repair historic building materials and details in-kind matching the original in regard to size, shape, design, scale, color, texture, and material. Cracked or missing masonry mortar joints should be carefully repointed using materials, methods, and finishing methods that match the original as closely as possible in regard to color, texture, and finish. It is important to use the same strength mortar as the original or softer. Using mortar or brick that is stronger than the original can result in serious and more rapid deterioration. Contact the State Historic Preservation Office (SHPO) for additional information.
- 3) If historic building materials and details must be replaced due to deterioration, replace only the detail or element with materials similar to the original material in size, shape, design, scale, color, and material. Contact the SHPO for additional information.
- 4) If a detail is missing, replace it based on existing details or documentary evidence such as photographs. Replace with materials similar in size, shape, design, scale, color, and material as the original. Contact the SHPO for additional information.
- 5) It is not appropriate to clean historic building materials using damaging methods such as sandblasting, power washing, or propane or butane torches. The gentlest means possible for cleaning should be used. Contact the Planning Office or SHPO for approved methods of cleaning. Consult the Appendices for the Preservation Brief website address.
- 6) Paint wooden and metal architectural elements. It is inappropriate to remove paint to replace with stain.
- 7) It is inappropriate to paint unpainted masonry elements. Repaint previously painted masonry elements in colors compatible with the historic district.
- 8) It is inappropriate to paint or coat historic terra cotta. Clean and repair using accepted preservation techniques. Consult the Appendices for the Preservation Brief website address.
- 9) It is inappropriate to replace sound historic building materials with new materials to create a "new or smooth appearance."
- 10) It is inappropriate to use contemporary substitute materials such as vinyl, aluminum, masonite, or cementitious board to cover or replace historic building materials.
- 11) It is inappropriate to repair or patch metal roofing and flashing with tar or asphalt.
- 12) It is inappropriate to apply ornamental architectural details and features that replicate a historic detail to a historic building without documentary evidence. It is also inappropriate to use details to create a false sense of history (Ex. Dentil moldings to a mill village house)

Masonry/Stone

Wilmington



A steep retaining wall on Orange Street, near Chandler's Wharf in the Residential Historic District (HD-R).



Early brickwork in the Downtown Commercial Historic District (HDO).

In early Wilmington, where fire was a constant threat, brick was used for warehouses and commercial buildings beginning in the late eighteenth century. Brick was also used for street paving, for building structural and decorative walls, and for underpinnings, pathways and driveways within the historic districts. Stone ballast from overseas supplied the foundations for early houses. Beginning in the late nineteenth century, many of the commercial buildings had a stucco finish often with terra cotta details. Sandstone appears as trim and as applied ornament. Granite curbing is common throughout all the historic districts.

Suggested Repair and Maintenance

Ensure that water does not collect at the base of a masonry foundation or chimney. Surfaces should be inspected regularly for dirt build-up, moisture damage, deteriorated mortar joints and cracking. Cleaning is not recommended to reduce the effects of weathering but is acceptable to reduce accumulative deposits of "dirt." Heavily soiled masonry should be cleaned with low pressure water washing (500 pounds per sq. inch) and soft natural brushes. Care should be taken when cleaning sandstone or soft brick. If detergent is necessary check composition before use. Chemical cleaners are acceptable provided a spot test demonstrates the masonry material will not be adversely affected. Sandblasting should not be employed to clean masonry. It can heavily damage the hard fired exterior surface of bricks and the calcified mortar joints.

Mortar joints that deteriorate over time can allow the penetration of moisture to the interior of the structure. Repointing is necessary to correct the problem. All loose and deteriorated mortar needs to be raked out of the joint by hand and new mortar inserted. Old mortar should generally be removed to a minimum depth of one and one half times the width of the joint to ensure an adequate bond. Care must be taken to choose a mortar mix that matches the original in terms of composition, color, texture, strength, tooling width and appearance. Repointing with a mortar composed of a high Portland Cement mix is not recommended as this will often create a mortar that is stronger than the existing mortar and may cause the brick to spall. Repoint older bricks with a mortar no harder or softer than the original. Color match should be achieved with proper selection of sand, not color additives. The new mortar joint should match the original in appearance and profile.

A stone strengthener, water repellant or a combination of both may sometimes be used to preserve soft brick, sandstone and porous masonry.

Masonry/Stone: Guidelines

- 1 Retain and preserve original and or historic masonry walls, foundations, and construction features including chimneys, arches, quoins, cornices, and pediments.
- 2 If replacement of deteriorated material is necessary, match the new materials to the original materials in composition, size, shape, color, pattern, and texture. It is not appropriate to use new masonry materials which were unavailable when the building was constructed.
- 3 Eliminate any forms of vegetation that may cause structural damage or prevent surface drainage.
- 4 It is not appropriate to apply paint or other coatings to unpainted masonry elements that are inferior quality and were never painted. Painted brick deteriorates rapidly.
- 5 It is not recommended to waterproof masonry as a substitute for repointing or repair. Water repellent coatings are permitted as they do not trap moisture. Sealants are prohibited.
- 6 Removal of paint from masonry surfaces is only recommended if the surface was not historically painted. Undertake removal only with a chemical paint remover specifically formulated for masonry. Always test the remover on an inconspicuous area or a test panel first.
- 7 It is not appropriate to use high-pressure cleaning methods such as sandblasting and waterblasting on historic masonry surfaces. Such cleaning techniques permanently damage the masonry surface and accelerate deterioration.



*Sandstone facing,
Masonic Building
17-21 North Front Street.*

Minutes

October 6, 2015

HISTORIC PRESERVATION COMMISSION MEETING
Regularly Scheduled Meeting – Agenda
Tuesday, October 6th, 2015
7:00 PM

Members Present

Mary Pat Musselman
Judi Hickson
Seth Shoneman
Monica Ferrari

Members Absent

Geraldine McKinley
Ed Hodges

Others present

John Rodman, Director
Emily Rebert, Community Development Planner
Jessica Green, Administrative Support

I. Opening of the Meeting

Judi Hickson ad acting Chair called the meeting to order.

II. Invocation

A moment of silence was taken.

III. Roll Call

A silent roll call was taken by staff.

IV. Old Business – Major Works

1. A request has been made by Ms. Sarah Heekin for a Certificate of Appropriateness to add a four foot high aluminum ornamental fence to enclose the rear property yard located at 144 East Main Street.

Mr. Rodman came forward and explained that Ms. Heekin had submitted her application three months ago and this was one of the fences the Commission put on hold until the fence guidelines were finalized. He explained that the Commission needs to act on the request because according to their rules of procedure the request will automatically be approved by code if they do not make an action on it.

Sarah Heekin came forward and explained her request. She explained that in the front of her house there is a small low white fence. She stated that she would like to construct a fence in the rear yard and have a gate. She explained that the purpose of the fence is for her dog. She stated that her neighbors didn't seem to have any objection to the fence. Ms. Heekin stated that she discussed the placement of the fence with her neighbor and they have come to an agreement. Seth Shoneman asked if the fence would match the front fence. Ms. Heekin explained that it would be a white ornamental fence that would match the one in the front yard. Ms. Heekin stated that the fence would just enclose the rear yard and would start off the rear of the house.

Dee Congleton came forward and was sworn in. She stated that she was concerned first of all because she thought that there was a hold on all approval of fences until the fence guidelines were finalized. Ms. Congleton stated that what Ms. Heekin has out front is not really a fence, it is just a section. She explained that the new guidelines, if they are approved, state that the fence should be black and not white. Ms. Congleton then discussed the matter in which the fence at the front of Ms. Heekin's house was approved. Again Ms. Congleton stated that Ms. Heekin does not have a fence in the front, it is only a section and should be replaced. She asked the Commission to consider her comments. She stated that the fence should be black and not what and in actually the request should be tabled until the new guidelines are finalized.

Richard Young came forward and was sworn in. He explained that he lives next door to Ms. Heekin. He stated that she has discussed the fence issue with him and the actual location of the fence between their two properties. He stated that Ms. Heekin has agreed to put the fence in a location that he is satisfied with. He stated that he doesn't have any problem with anything that Ms. Heekin is requesting.

Monica Ferrari made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Sarah Heekin to add a four foot high aluminum ornamental fence to enclose the rear property yard located at 144 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls. I further move that the Historic Preservation Commission place the following conditions on the approval: that the fence running along the driveway side adjacent to Dr. Young is 18inches off of the property line. Her motion was seconded by Seth Shoneman. All voted in favor and the motion carried.

Judi Hickson asked Mr. Rodman to address Ms. Congleton's concerns. Mr. Rodman stated that the Commission must place an action on the request. He explained that this means a couple different things. They can continue the request if the Commission is concerned about the color. He stated that the fence meets the guidelines with the height. He stated that when he said the

Commission had to act on it, he did not mean that they had to approve the request; they just have to make an action on the request.

V. Certificate of Appropriateness

A. Major Works

1. A request has been made by Mr. Tim Evans for a Certificate of Appropriateness to do the following at 120 Bridge Street:

- a. Add six feet of six feet high wooden picket fence between bathroom and storage building.
- b. Add fourteen feet of six feet high wooden picket fence between storage building and Rich Tattoo Building.

Mr. Tim Evans came forward and was sworn in. He stated that he owns the Dairy Palace and the Rich Tattoo building. He explained that there is an open area between the Rich Tattoo building and the storage building that is approximately 14ft. He stated that unfortunately he has customers that walk back in that area. Mr. Evans stated that he also replaced a cooler and would like to put up a fence along that area also that would be approximately 6ft. He explained that he is putting up the fence at the request of his neighbors. Mr. Evans stated that he is game for anything and will put up any type of fence the Commission would allow. He explained that his neighbors would like to see a PVC or metal fence, but he would use wood if he needed too. Mr. Evans stated that he would like a high enough fence that someone would not be able go over. Ms. Musselman and Mr. Evans discussed the actual location of the fence. Ms. Ferrari stated that he fence would be in two sections, not one long fence. Mr. Evans stated that she was correct; the fence would start and end at each corner of the buildings. Ms. Ferrari asked if Mr. Evans would be open to a metal fence that would look like black rod iron. Mr. Evans stated that he would be up for anything the Commission would want as long as it is high enough that someone could not step over.

The Commission discussed the metal fence option and the height.

The Chairman opened the floor.

Don Stroud came forward and stood in support of a 5ft black ornamental fence. He stated that black ornamental fences are less likely to damage and he will save money in the long run. He explained that the Historic Foundation would be much more satisfied with the metal fence.

Dee Congleton came forward and stated that the fence committee supports the 5ft black ornamental fence.

Monica Ferrari made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Tim Evans to 1) add a five foot high aluminum ornamental style black fence 6 feet in one section and 14 feet in another section along the rear property line located at 120 North Bridge Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences & Walls. Her motion was seconded by Mary Pat Musselman. All voted in favor and the motion carried.

2. A request has been made Mr. Richard Godley for a Certificate of Appropriateness to construct a new porch and railings to the front of the house to match other houses in the district located at 323 North Bonner Street.

Mr. Godley came forward and was sworn in. He explained that he would like to construct a small 6x11 porch on the front of his home. He explained that the porch would be 20 inches from the ground and will have a safety railing. Monica Ferrari asked about the height of the railing. Mr. Godley stated that it would be 3 to 4 ft. Mr. Rodman stated that building code requires it to be at least 3 ft. Mr. Godley explained that the pickets would be historically accurate and would match the pickets on the porches in the surrounding area. Seth Shoneman asked if the railings would be painted. Mr. Godley stated that he does plan to paint the railings and the actual porch would be constructed of salt treated wood.

The Chairman opened the floor. No one came forward.

Mary Pat Musselman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Richard Dewayne Godley to add a 6' x 11' front porch & railings to the front of the house to match other houses in the district. The structure is located at 323 North Bonner Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.6 Porches and Entryways. Her motion was seconded by Seth Shoneman. All voted in favor and the motion carried.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness to remove a tree in Bughouse Park, located on Charlotte Street. The tree was struck by lightning and was at risk of damaging historic homes adjacent to it on the street.

2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner at 731 West Main Street (Mr. Richard Smoot) to replace the HVAC unit. No duct work will be altered.

Monica Ferrari made a motion to approval all the minor works. Seth Shoneman seconded the motion. All voted in favor and the motion carried.

VI. Other Business

1. Design Guidelines – Fences

John Rodman came forward and presented all the changes and updates to the fence guidelines. He explained that the Commission can make a recommendation that these be forwarded to the City Council for their review, they can decide that they are not satisfied with the changes and not recommend that they go to City Council, or they can continue working on the guidelines.

The Chairman opened the floor for comments.

Don Stroud came forward and asked the Commission to adopt the last working draft. He stated that the Historic Foundation however supports it being amended back to lowering the height of the fences to 5ft instead of 6ft and go back to requiring at least 1in space between any privacy fences. Judi Hickson explained to Mr. Stroud that the new guidelines stated that any new fence should not exceed 5ft in height. Mr. Stroud stated that the Foundation still objects to have the boards on any privacy fence back to back for many reasons and they are asked that the 1in requirement be put back into the new draft. Don Stroud and the Commission discussed barricade fences further and the 1 inch gap.

Dee Congleton came forward. She stated that the fence committee goes along with all the amended changes to the guidelines except for the 1 inch requirement being taken out. She stated that the fence committee feels that they should still pursue the 1 inch requirement between boards.

Joanna Hubert came forward and stated that she is in favor of the 5ft high requirement.

Tamika Blount came forward and spoke in favor of the 5ft high requirement and also the 1 inch requirement between boards.

Pat Griffin came forward. He explained that his neighbors have stockade fences and they have them for good reason. He stated that there may be times when a stockade fence is needed.

Judi Hickson explained that when the guidelines go to the City Council a public hearing will take place and residents will have a chance to voice their opinions or concerns.

Keith Hardt came forward and asked the Commission to recommend that the guidelines presented to them be forward to City Council for their review.

Monica Ferrari made a motion that the Historic Commission not grant approval of the final revision of the fence design guidelines and recommend that the updated guidelines not be sent to the City Council for final approval at this time. Seth Shoneman seconded the motion. All voted in favor and the motion carried.

Mr. Rodman stated that now that the new guidelines have not been approved the Commission reverts back to the current guidelines, so any fence request will be acted on according to the current guidelines. Mr. Rodman stated that since the new guidelines were rejected the Commission will revert back to the existing. Mr. Rodman stated that if they want to make more changes then they will have to go through the process of advertising and holding a workshop all over again. The Commission and Mr. Rodman discussed a timeline. Mr. Rodman stated that he has to discuss any type of workshop or special meeting with the Chairman being that he is the only one who can call a special meeting of the Commission.

2. Recipients of the Terrell Award

Emily Rebert came forward gave the Commission a brief on the Terrell Award and explained that the winners would be contacted and press releases will be in the paper.

3. Notice of Decision 315 West 2nd Street

Seth Shoneman made a motion to approve the Notice of Decision at 315 West 2nd Street. His motion was seconded by Mary Pat Musselman. All voted in favor.

4. Notice of Decision 319 West 2nd Street

Seth Shoneman made a motion to approve the Notice of Decision at 319 West 2nd Street. His motion was seconded by Monica Ferrari and all voted in favor.

VII. Approval of Minutes – September 1, 2015

Monica Ferrari made a motion to approve the minutes. Her motion was seconded by Mary Pat Musselman and all voted in favor

VIII. Adjourn

Seth Shoneman made a motion to adjourn. His motion was seconded by Monica Ferrari. All voted in favor.